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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Plans and Policy Staff

DATE: 29 July 1960

FROM : Chief, Intelligence School

SUBJECT: Comments on Part-Time Training

1. The specific courses which we feel can better be handled on a part-time training basis are those in the skills and techniques which are closely associated with the student's job. We have found that between-class observation and application of the training helps to create a better instructional situation in the classroom. More specifically, such courses are those in writing, speaking, management, and research techniques. Training courses that are designed to prepare students for jobs they are about to do but have not yet started do not, of course, fall in this category.

2. One of the advantages of part-time training is that it solves a practical instructional problem in those courses where between-class preparation and paper reading are required. In full-time training the instructor is often forced to find his preparation and paper-reading time by assigning to his students tasks that have a peripheral bearing on the course of instruction.

3. I might also point out that our American college and university system is, actually, based on the part-time training concept. It is recognized that at the undergraduate level, at least, it is impossible for people to concentrate profitably for long periods of time on one particular subject. The same concept, I think, applies to any kind of training that rises above the level of manual manipulation or routine mental procedures. There are, of course, exceptions to the principle -- the intensive study of a foreign language is a good example of the exceptions.

STATINTL

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DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1763

Date: 03 FEB 1978

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Remarks:

2, 3, 4, 5: Please give me your comments, if any, in writing.
MBE.

5 to 6:
See flip side for comment
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The comments I received have no particular pertinence. Several of us in IS, however, do not agree with your evaluation of part-time training as expressed in paragraph 4. We feel that there are subjects and areas in which part-time training is much more effective than full-time training -- and much more conducive to concentration on the training material.

P/B

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<p>Remarks:</p> <p>Burney: Could you please be more specific as to which courses you believe to be handled best on a part-time basis?</p> <p>Thomson. <i>Q</i></p>			

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Remarks:

Agree, insofar as we are talking about skills courses or courses dealing with a limited subject. Would not apply, I think, to a course such as the CI Ops, CAO, etc.

[Signature]

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